

MEETING AGENDA ONEIDA COUNTY COMMISSIONERS



January 11th, 2021
10 Court Street, Malad, Id. 83252

This meeting will be held in the court room to accommodate social distancing.
Participation via telephone is also available. (see information at the bottom of the agenda)

<u>TIME</u>	<u>TOPIC</u>
9:00	Meeting called to order. Pledge of allegiance and Prayer (by invitation)
	○ Newly elected commissioners sworn into office. ○ Board of Commissioners elect a chairman for the 2021 calendar year. Action item. ○ Chairman swears in the other newly elected officials from the November General election. ○ Commissioners discuss and divide the county assignments for the 2021 calendar year. Action item ○ Approve the consent agenda; Action Item ▪ Claims and meeting minutes from December 28th 2020. ○ Department reports. ○ Rental of the road and bridge conference room. Lisa Baker Action item ○ Event center conference room; upgrades and possible future meetings. Action item ○ CARES Act funding from Idaho State. Clerk Action item ○ Solid waste fee correction. Treasurer Action item ○ Tax deed hearing. Treasurer Action item ○ Discuss offer of employment letter for all future hires. Action item ○ Administrative help for the building department. Mick Udy Action item ○ Discuss a telecommuting policy. Commissioners Action item ○ Planning and zoning board members for 2021. Commissioners Action item ○ Resolution to transfer vehicles and equipment to the regional land fill. Action item ○ Hanger lease policy and electricity for hangers. Action item

To participate via telephone dial: 1 253 215 8782 US (Tacoma) Meeting ID: 350 021 1232

MEETING MINUTES OF A REGULAR MEETING BOARD OF ONEIDA COUNTY COMMISSIONERS

The meeting was opened by Commissioner Lewis leading the Pledge of Allegiance and offering a prayer.

Bill Lewis and Ken Eliason were sworn into the office of Oneida County Commissioners for their respective districts by Clerk Colton. The first matter of business was to select a chairman for the coming year.

Commissioner Christophersen made the motion to retain Bill Lewis as the chairman of the Oneida County Commissioners for the coming year.

Commissioner Eliason seconded. All commissioners approved and the motion carried.

Commissioner Lewis called for a review of the agenda.

Commissioner Christophersen made the motion to add law enforcement contract with the U.S. Forest Service to the agenda for discussion only.

Commissioner Eliason seconded. All commissioners approved and the motion carried.

Commissioner Lewis then swore in the remaining elected officials from the November general election. Those officials were Attorney Cody Brower, Sheriff Arne Jones and Treasurer Leigh Love.

The meeting was recessed for approx. ten minutes while family members shared congratulations with the new officials.

The new commissioners reconvened the meeting. their first action was dividing the various assignments for the coming year. Commissioner Lewis suggested that each of them takes a turn making a selection from the list of assignments. The assignments were divided as follows

<u>Commissioner Lewis</u>	<u>Commissioner Eliason</u>	<u>Commissioner Christophersen</u>
Building / Facilities	Airport	Public / Behavior Health
Juvenile Detention	Probation/court liaison	Economic Development
Landfill / IDAWY	PDC/SAUSA	Road and Weed departments
Hospital	Senior Citizens	Waterways
SEICOG	EISF	Parks and Recreation
Planning & Zoning	Soil Conservation	Veterans
	Fair Board	Emergency Services

Commissioner Christophersen made the motion to approve the consent agenda which consisted of the claim's approval and meeting minutes for December 28th, 2020.

Commissioner Eliason seconded. All commissioners approved and the motion carried.

Department reports – Commissioner Lewis questioned the departments on how frequently a report in commissioners meeting should be held. The consensus was to meet on a quarterly basis for standard reports.

Sheriff – One deputy and one dispatch has completed POST training. One full time deputy has been moved to part time leaving an opening for a full-time officer. It was reported that several promising applicants have applied and it is anticipated that a selection will be made in the near future. Some of his employees have exceeded the comprehensive time limits set by the county. Schedules have been created to reduce this time over the next few weeks.

Road & Bridge – The open position for an operator has been filled as of January 4th. It was reported that during the recent storms the crew had placed some closure signs on hazardous roads and that motorists had moved the signs and driven around them at which point the vehicle became immobile. In one instance the road crew had to move equipment to the location for the purpose of clearing the snow and helping them. The stranded motorist will be billed for the expense incurred by road & bridge. The sheriff indicated that he would be willing to cite the persons for trespass if they drive around the closure signs in the future.

Attorney – The pandemic has all trials backed up until March. When things get back to normal then his office will be extremely busy.

Clerk – Life flight renewal will begin this month. Any members currently enrolled will need to evaluate their information to see if updates are in order. New employees will receive an enrollment form. It was stated that this policy is not the same as insurance however it does accept insurance as payment in full when utilized under the allowed expenses.

Extension office – Things are working fine at the moment. The Franklin County agent is helping out until a new university agent can be hired which should happen later this year.

Road & Bridge conference room rental – On occasion different entities such as cattlemen's associations and irrigation boards ask to use the conference room at the road & bridge building for their meetings. Depending on the user the building has been left in a state of disrepair with much of the paper products being depleted. It has been asked if they could charge a nominal fee to help cover the cost of heating / air conditioning and paper products. It was also noted that some of the users are nonprofit and others are making money from their classes etc. Lisa indicated that she has been working on an agreement paper that all users can sign indicating the requirements to clean the building after their use and to sanitize all surfaces during this pandemic along with the requirement to limit the number of people in attendance due to the State restrictions.

Commissioner Christophersen made the motion to approve the charge of \$25.00 dollars per day for use of the road and bridge conference room with the stipulation that all renters sign an agreement to sanitize and clean the facilities after each use.

Commissioner Eliason seconded the motion. All commissioners approved and the motion carried.

CARES ACT funding – Report was given that all request were approved with the exception of the conference phone system for the events center conference room. It was further reported that the payments were processed but the county had not received the money yet. The commissioners would like to utilize the conference room at that events center as quickly as

possible. It was determined that the conference phone system is a vital part of holding open meetings while maintaining compliance with social distancing requirements during the pandemic. After the audio and video systems have been installed the commissioners will address moving their regular meetings to this location.

Commissioner Lewis made the motion to purchase the phone system for the events center conference room.

Commissioner Christophersen seconded. All commissioners approved and the motion carried.

Solid waste charge – Treasurer Leigh Love reported that a resident in Malad is receiving homeowner's exemption on a portion of his commercial building on Bannock Street where he resides. It was found that the solid waste fee had been removed from his property with the explanation that he was using an adjacent business's garbage can. The Treasurer could not find where the elimination of this charge was approved by the commissioners and as such will be adding it to next year's tax statements.

Tax deed hearing – Treasurer Leigh Love informed the commissioners that she has one property that is delinquent on taxes dating back to 2017. Because of the nonpayment for these taxes, she is moving forward with the tax deed process as directed in Idaho Code. She further asked for the commissioners to set a date for a tax deed hearing where the commissioners could officially move forward with the tax deed process. The date requested was June 14th, 2021.

Commissioner Christophersen made the motion to schedule a tax deed hearing for June 14th, 2021 per the Treasurers request.

Commissioner Eliason seconded. All commissioners approved and the motion carried.

Planning and Zoning help – Building inspector Mick Udy came before the commissioners to seek part time help with organizing his office and activities. Mr. Udy assumed the role of building inspector as well as that of planning and zoning administrator. He asked the commissioners for some part time help while he familiarizes himself with both jobs. It was further suggested that Rhonda Neal who was originally going to complete the P&Z administrator function be allowed to assume this role if approved.

Commissioner Lewis made the motion to approve part time help for the building inspector/planning and zoning administrator for 60 days at a maximum of 14 hours per week. Commissioner Eliason seconded. All commissioners approved and the motion carried.

Commissioner Lewis made the motion to offer the part time position to Rhonda Neal at her current wage with a maximum of 19- and one-half hours allowed per week between both positions.

Commissioner Christophersen seconded. All commissioners approved and the motion carried.

A resolution to transfer vehicles, equipment and property belonging to the Oneida County solid waste department to the regional landfill was addressed. The regional landfill known as IDAWY

has acquired the appropriate policies to ensure their holdings and it is necessary to officially record these transactions and sign over the applicable titles and property.

Commissioner Eliason made the motion to approve resolution #2021-01-01 whereby transferring title and ownership of all vehicles and equipment and property from the Oneida Solid Waste department to the regional landfill known as IDAWY.

Commissioner Christophersen seconded. All commissioners approved and the motion carried.

A draft telecommuting policy was presented for review. This policy would allow employees to work from home when circumstances permit. The policy outlines the expectations of the employee and what rules must be complied with to be eligible to work from home including the use of county property such as laptops etc. All commissioners thought it would be good to have a policy for this purpose.

Commissioner Christophersen made the motion to approve the telecommuting policy as presented.

Commissioner Eliason seconded. All commissioners approved and the motion carried.

Commissioner Lewis stated that he had made contact with several people in search for a citizen to replace Narvell Hall on the planning and zoning board. After much searching, he was directed to Parker Venable. Commissioner Lewis disclosed that Parker was married to his niece.

Commissioner Lewis made the motion to approve Parker Venable to serve on the planning and zoning board for the remainder of Narvell Halls term.

Commissioner Christophersen seconded. All commissioners approved and the motion carried.

Electricity meters for each airport hangar was discussed in a previous meeting. it was found that the cost to run the power under the road on the east to the airport and to install around 10 meters would cost over \$16,000.00 dollars. The airport board was not represented so the commissioners decided to discuss this topic in a future meeting. Also mentioned was the contract to own a hangar at the airport and the allowed items to be stored in the hangar. It was noted that the original draft of the contract was modifies to state that the use of the hangar would be primarily for aeronautical use.

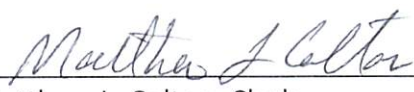
Treasure Leigh Love asked the commissioners to change the hearing date set for the tax deed issue. After review it was found that her time line was in error and the tax deed hearing would need to be in May.

Commissioner Christophersen made the motion to move the tax deed hearing from June 14th, 2021 to May 10th, 2021.

Commissioner Eliason seconded. All commissioners approved and the motion carried.



Bill Lewis, Chairman



Matthew L. Colton, Clerk